General NPDES MS4 Permit - <mark>NOI Review Checklist</mark>

Instructions: This checklist is for use when reviewing TN General NPDES MS4 Permit NOIs for completeness and accuracy. Provide yes/no answers in the comment section, and point out any deficiencies and/or recommendations. If a question is answered with a "no", then identify the action taken (NOI returned, additional information requested etc.) if applicable.

MS4: City of Cookeville	Permit No.: TNR075256	NOI Received: 1/31/17
EFO: Cookeville	Reviewer: TJD	NOI Reviewed: 2/9/17

Part I – Administrative Information

Item:	Comment:
Is all required contact information provided?	YES
Is organizational chart provided?	YES – Two positions within the Engineering Division listed as staff
Has contact information in WaterLog been updated as applicable?	YES

Part IIA – Area Served

Item:	Comment:
Is all area information provided?	YES – Info. Presented in the NOI form and on three maps
Has area information in WaterLog "MS4 Specific" table been updated as applicable?	YES
For counties: did the MS4 indicate if the permit will be used to regulate non-UA portions of the county provided?	NOT APPLICABLE

Part IIC – Maps

Item:	Comment:
Are all applicable maps provided and required content legible?	YES – Three maps provided in both hard copy and digital formats

Part IID – Identifying Streams With Unavailable Parameters or ETW

Item:	Comment:
Have streams with unavailable parameters for nutrients, pathogens, and siltation, and ETWs been listed?	YES – Cane Creek, Hudgens Creek, and Pigeon Roost listed
Is the list complete (based on most recent assessment)?	YES – Based on Draft 2016 303 (d) List

Part III – Legal Authority

Item:	Comment:
Have all stormwater related ordinances or other regulatory mechanisms been provided?	YES – Three chapters of ordinances provided

Part IV – Signature of Responsible Officer(s)

Item:	Comment:

Are there any co-permittees? If yes, are there signatures for each co-permittee?	NOT APPLICABLE
Does the person(s) meet the signatory requirements?	YES

Part V – Section 1 (Education and Involvement)

Item:	Comment:
Were all "Current Activities" questions answered completely?	YES – Appropriate information listed
Did the MS4 provide a solution for any applicable question answered with a "No"?	NOT APPLICABLE
Are specific proposed BMPs and brief descriptions provided?	YES – Appropriate information listed
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	YES – Appropriate information listed – civic groups, environmental groups, schools, food services, earth moving contractors, engineers, developers, and automotive services
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	YES – Based on a preliminary review of information
Are measurable goals provided for all proposed BMPs?	YES – Appropriate information listed
Are implementation schedules provided for all proposed BMPs?	YES – Appropriate information listed
Is primary contact and department role information provided?	YES – Appropriate information listed
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	YES – Putnam County School System and Tennessee Tech. University
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	NONE INDICATED

Part V – Section 2 (Illicit Discharge)

Item:	Comment:
Were all "Current Activities" questions answered completely?	YES – Appropriate information listed
Did the MS4 provide a solution for any applicable question answered with a "No"?	NOT APPLICABLE
Are specific proposed BMPs and brief descriptions provided?	YES – Appropriate information listed
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	YES – automotive services, lawn services, food services, heavy equipment operators, general public, and city employees
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	YES – Based on a preliminary review of information
Are measurable goals provided for all proposed BMPs?	YES – Appropriate information listed
Are implementation schedules provided for all proposed BMPs?	YES – Appropriate information listed

Is primary contact and department role information provided?	YES – Appropriate information listed
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	YES – Fire Department, Codes Department, and all other city departments
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	NONE INDICATED

Part V – Section 3 (Construction Stormwater)

Item:	Comment:
Were all "Current Activities" questions answered completely?	YES – Appropriate information listed
Did the MS4 provide a solution for any applicable question answered with a "No"?	NOT APPLICABLE
Are specific proposed BMPs and brief descriptions provided?	C
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	YES – Engineers, Developers, Heavy Equipment Operators, as well as City employees
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	YES – Based on a preliminary review of information
Are measurable goals provided for all proposed BMPs?	YES – Appropriate information listed
Are implementation schedules provided for all proposed BMPs?	YES – Appropriate information listed
Is primary contact and department role information provided?	YES – Appropriate information listed
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	YES – Codes Department
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	NONE INDICATED

Part V – Section 4 (Permanent Stormwater)

Item:	Comment:
Were all "Current Activities" questions answered completely?	YES – Appropriate information listed
Did the MS4 provide a solution for any applicable question answered with a "No"?	NOT APPLICABLE
Are specific proposed BMPs and brief descriptions provided?	YES – Appropriate information listed
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	YES – Engineers, Developers, and riparian land owners
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	YES – Based on a preliminary review of information

NOI Checklist (Rev 10-2016)

Are measurable goals provided for all proposed BMPs?	YES – Appropriate information listed
Are implementation schedules provided for all proposed BMPs?	YES – Appropriate information listed
Is primary contact and department role information provided?	YES – Appropriate information listed
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	YES – Codes Department
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	NONE INDICATED

Part V – Section 5 (Pollution Prevention)

Item:	Comment:
Were all "Current Activities" questions answered completely?	YES – Appropriate information listed
Did the MS4 provide a solution for any applicable question answered with a "No"?	NOT APPLICABLE
Are specific proposed BMPs and brief descriptions provided?	YES – Appropriate information listed
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	YES - City employees from Public Works, Electric, Gas, Water Quality, and Leisure Services Departments
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	YES – Based on a preliminary review of information
Are measurable goals provided for all proposed BMPs?	YES – Appropriate information listed
Are implementation schedules provided for all proposed BMPs?	YES – Appropriate information listed
Is primary contact and department role information provided?	YES – Appropriate information listed
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	NONE INDICATED
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	NONE INDICATED

NOI Checklist (Rev 10-2016)

Additional Notes/Comments:

NOI Checklist (Rev 10-2016)